

## PORTABLE FIRE EXTINGUISHER MONTHLY CHECK

The monthly inspection is to check the following:

- the portable fire extinguisher is still there
- it is mounted (about waist high)
- the label is facing outward
- it has not been changed out with an inappropriate fire extinguisher
- it still contains pressure within its designated limits
- the firing mechanism still has the safety pin installed and the pin has a safety tie
- there is no damage to any parts (cracks, corrosion, etc.)

If there is a discrepancy/damage, then you should call the servicing agency to have it corrected. Usually they can service it on site or will provide a loaner while your fire extinguisher is being serviced. They can also provide you with an inspection tag (example below) to be attached to the extinguisher so that you may document monthly inspections

DATE-YEAR	INITIALS
JAN	
FEB	
MAR	
APR	
MAY	
JUN	
JUL	
AUG	
SEP	
OCT	
NOV	
DEC	

REMARKS: